



FOR YOUR INFORMATION

YVETTE ROBINSON

DATE: January 11, 1993

TO: Jeffrey Hecht

SUBJECT: **COMMUNITY MARKETING PROGRAMS EXHIBITS BOOTH & TENT SPECIFICATIONS**

For your consideration I am submitting the specifications for the two - (1) 20' x 20' Marlboro and (1) Benson & Hedges exhibit booths and six (6) 20' x 20' and four (4) 10' x 10' Marlboro & Benson & Hedges tents that Community Marketing Programs will require in 1993. These booths and tents will be utilized over a 3-5 year period at Community Marketing indoor/outdoor events across the country.

**COMMUNITY MARKETING PROGRAM INDOOR EXHIBIT BOOTH:**  
**2 10' x 20' PORTABLE INDOOR EXHIBIT BOOTHS:**

- 2 - self standing 8' x 20' x 8" backwall systems, finished in level-loop fabric
- 8 - custom built 4' x 2' x 42" storage counters with lockable doors and one center shelf
- 2 - cigarette 24" x 24" x 11" dispensing units
- 8 - interchangeable Marlboro/Benson & Hedges 8" x 30" graphic headers
- 8 - 3' rear light units with 75 watt lamps
- 4 - 3' x 10' fire retardant drapes - 2 black; 2 red
- 8 - 4' x 8' x 30" storage crates for shipping
- 10' x 20' carpeting

Approximate Cost for 2 booths: \$49,992.00  
(Based on bids from 1220 Exhibits, Inc. and Structural Display, Inc.)

**COMMUNITY MARKETING PROGRAM - TENTS:**  
**6 20' x 20' TENTS:**

Including, hardware for the tents (support structures with cables and stakes)

Each unit will have:

- Tent cover with the Brand logo (i.e., B&H or Marlboro)
- 3 - 3' x 6' Shelves
- 2 - 3' x 8' Tables
- 2 - 3' x 8' Table Logo Drapes
- 1 Cash Register (outlet for cash register)
- 1 major light fixture

**4 10' x 10' TENTS:**

Including, hardware, for tents (support structures with cables and stakes)

Each unit will have:

- Tent cover with Brand logo (i.e., B&H or Marlboro)
- 1 - 3' x 6' Shelves
- 1 - 3' x 8' Table
- 1 - 3' x 8' Table Logo Drape
- 1 - Cash Register (outlet for cash register)

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1 major light fixture  
Approximate Cost for 10 Tents \$108,730  
(Based on bids from 1220 Exhibits, Inc. and Structural Display, Inc.)

What are the possibilities of these projects being capitalized or expensed?

If you have any questions or concerns, please contact me at extension 2360.

jyr/me

cc: J. Fontanez  
E. Moore  
M. Gennaro

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